

**Monroe County Early Intervention Program  
Providers in Partnership (PIP) Meeting  
June 15, 2011  
RCN**

**Structure of PIP meeting** - Every person will have a name card, which the county will provide. Please pick up your name card at the beginning of the meeting and place it in front of you. At the end of the meeting, please return your name card to the EI Supervisors.

- Whichever EI supervisor is not taking notes will be the designated facilitator. When you would like to participate in the conversation and/or ask a question, please raise your name card. The facilitator will look to see who has raised their card to identify who wants to speak, write the name(s) down and then call of those names in order. When your name is called, please raise your name card so the speaker is identified and then add to the conversation.

- The EIOD who is present will serve as the timekeeper during the meeting. Items that require further discussion will be placed in the "parking lot" for the next PIP agenda unless there is additional time in the agenda to continue the discussion.

- If and whenever possible, setting up the room in a circle is ideal. However, since this set up is usually not possible, the next best set up is a square.

**Presentation on community resource**

Trista Wilson, ARC of Monroe, Special Sitters Program, presented an overview of the program and application process. The family member must have documented proof of an intellectual and/or other developmental disability and live in Monroe County. They can not have a significant behavioral issue in order to have services from Special Sitters. Anyone who is interested in becoming a Special Sitter needs to be at least 14 years of age and receive training. Trista brought program brochures and Family Application packets for anyone to take with them.

**Review of Minutes:** These corrections need to be made:

Under Announcements: Cathy Dell from CP Rochester would like corrected: The new OT is on site and does not have EI experience.

Under Agenda-NYEIS: CP Rochester has their own internal billing process and is not using NYEIS.

**Announcements / Sharing**

**County** - Kolleen Morse is our newest Service Coordinator and will be starting 6/27. She comes from Foster Care Reunification. Carina Quinlan is still on medical leave.

Another round of the Initial NYEIS training will be held August 6th, 8th & 9th. The 6th and 9th are for Providers and the 8th is for Service Coordinators. Please contact Denise Edelman in order to register for the training. She can be reached at dedelman@monroecounty.gov. There are only 20 slots per day. We're hoping the same trainers will be there (John and Mike). Also SAVE THE DATE for the Inclusion Conference to be held September 16th and 17th. there will be more information coming.

**MCCC**- Christine S. brought a leather jacket (size 8) which was left at the PIP meeting last month.

**FRC** - Renee S. announced Lynn S. had a baby girl, Abbey Rose on Saturday. Lynn will be on maternity leave for 8-10 weeks. Desere L. is now full time OSC. Diane Potter is working part time as an EI OSC. She can be reached at 654-1701.

BG to circulated 2 lists- Independents by disciplines & Agencies by discipline to ask for updates.

**Follow Up on Action Items from Previous Meeting**

- A few agencies still need to send Ann Marie the number of staff (FTE's) by discipline (was due by 5/20)...Building Blocks, CAFL, CCHS, Eating for You, LEAP, RCN, SBS, & U of R. This is for advocacy purposes. **Action for specific providers.**

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- Please send Ann Marie the most current list of staff rosters including name of each provider and their discipline within the next 2 weeks. **Action for providers**
- There is more information now on the Provider Availability Grid.
- AMS to remind transportation companies that they do not need new IFSP's. Because CPSE meetings occur through the end of June, send the list of children for preschool to the transportation company now. **Action for providers**
- Strong Museum Passes – Barbara has quite a few testimonials sent by providers; thank you !! The next step is to ask Linda Phillips for more. **Action for BG**
- AMS to send instructions for entering script info into Ksystems
- Please send Ann Marie the list of Medicaid in Education Training (for **Preschool** only) Year One for your agency with name of staff person; discipline or role; date they took training, and whether they took it on-line or in-person. After discussion, only 1 names remain unaccounted for- Do you recognize Jill Kovalec? Question: who should go from your agency? Contact Cindi Sands at Monroe RIC 249-7266

### **Agenda:**

- Both EI & Preschool
  - Provider Updates (\* indicates new changes; the rest are reminders)  
ARC of Orleans- no longer providing EI evals or home and community based services effective 6/1/11; will continue to provide center-based services  
\*CAFL- 1 PT to start in July and 1 in Sept.  
\*Communication Center for Hearing & Speech- effective immediately, \*CCHS can be assigned as a provider for Special Education  
\*Joan Fisher- Independent OT- no longer contracted with Monroe County for EI (effective 6/30/11) and preschool (effective 8/31/11)  
\*FRC- Diane Potter, OSC. Generally M's & W's- hours will vary  
\*Kim Guche- Independent SLP- will no longer be providing EI services effective 8/31/11; will continue providing preschool services for Monroe County  
\*LEAP- will be doing MDEs for EI effective 6/20/11  
Mary Cariola- will no longer be providing EI services effective 8/31/11  
\*Monroe 2 BOCES- no longer providing preschool evals (effective 7/1/11) and will no longer be providing the autism class (effective 9/1/11); will continue to provide all other services  
\*Step By Step- losing 1.5 PT's
  - Provider Availability Grid  
[https://www.editgrid.com/mceip/rschumac/Provider\\_Availability](https://www.editgrid.com/mceip/rschumac/Provider_Availability)  
If you have not yet done so, please e-mail Renee Schumacher at [rschumac@hillside.com](mailto:rschumac@hillside.com) so she can provide you with access to the site.  
Please update the Grid weekly as SC's & CPSE Chairs use it as a reference.

### **EI All County Conference Call**

- Autism Research Grant – Monroe is participating; in phase 2 now. Next steps are to recruit 300 families+ on a variety of measures. The state is making contact with families directly; more to come on this.
- Child & Family Outcome Webinar 6/9/11 –Ann Marie will be viewing and it will be in the archives on the NYSDOH website.
- Monitoring Activities- Providers have expressed concerns regarding the new parent interview process as parents can be unreliable regarding facts. This concern was expressed

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at the all-County conference call, but the state responded by saying that monitoring staff were experienced and suggested that they could discern this as needed.

- State training – on Service Coordination and Natural Environments; see the link on the BEI website for details.
- AT Guidance Document – the state will be coming out with this to update on emerging technology; no date given. State officials shared their personal opinions regarding use of the ipad by toddlers, which they did not support.
- Proposed Rule-Making – reminder regarding billing in 15 min increments that is supposed to go into effect 7/1/11. ME Cupini stated that at the EICC they approved the rates being the same until 10/1/11.
- Billable/Non-billable Guidance Document (AMS)- will be discussed with OSC Adm. EICC Meeting- updates from Mike (AMS)-when the minutes come out.

### **ARRA Updates:**

- training opportunity for providers; providers will be paid for the training they provide using ARRA funds; email will be sent by Friday. Would like a small review committee to meet July 12 to discuss proposals submitted; trainings will be video-taped for DVD distribution to those interested in the training topics for staff.
- translation of materials
- enhancing the website (Early Intervention Program will seek ongoing feedback from providers on this)
- NYEIS training- additional days for Provider Day 2. Choose 1- Sat., August 6 OR Tuesday, 8/9. Provider Day 1 is for SC: Monday, August 8. Register by emailing [dedelman@monroecounty.gov](mailto:dedelman@monroecounty.gov)
- Inclusion Conference will be Friday, 9/16 (for decision makers) & Saturday, 9/17 (for direct service staff and decision-makers) Goal is to enhance quality opportunities for inclusion experiences for toddlers.
- Supplies and materials: ASQs for child care centers, welcome kits for families, first aide kits, storage for AT devices.

**LEICC meeting- 6/29/11-** Purpose of meeting & purpose of provider/parent pair visiting the local offices of NYS Assemblymen & Senators is to appeal to legislators regarding the 2012 State budget, emphasizing maximizing health insurance, and reinstating rates prior to 4/1/11. A speaker from LifeSpan, Ann Marie Cook will be giving a mini-training on advocacy. All are welcome; time is 10 to noon in the Brighton Library on 6/29/11. There is a distinctly different group advocating regarding providers not getting paid.

**Make-up vs. missed visits:** If providers missed a visit during the week and the visit was done on another day during the same week, then it was not a make-up visit, but a missed visit. If 2 visits are authorized on the IFSP and a provider does a make-up visit to total 3 visits that week, then that day is a make-up visit. Service Coordinators will be bringing up the topic at IFSPs as the number of make-up visits is required in NYEIS. Service Coordinators will make sure families know that make-ups are important. Providers can review with families their make-up information and determine whether the number is appropriate. If not, contact the OSC.

**Ending Services- Provider Guidelines (BG)** – the document was distributed, and highlights the need for discussion between the SC and the provider when parents are missing visits, and the provider wants to discharge. The 30 day requirement was not part of the document and needs more clarification, given BEI's email response to Cindy Mizerny. **Action:** follow up at next meeting

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**Provider Fair-** fall; contact Cindy Mizerny by the end of July if you are interested in being part of a planning committee. [cmizerny@monroecounty.gov](mailto:cmizerny@monroecounty.gov). **Action for providers**

### Preschool Updates

- Kinney- script info; Provider can run an eligibility report in Ksystems to identify which children are Medicaid eligible and need script info entered. Recommendation to begin entering September '10-present & then go back and enter July & August '10. . Providers are not happy to be doing this as they do not expect that it will obtain the County any more money, but is very expensive for providers. The rules have changed. Providers want to advocate against this requirement. The doctors' offices are pushing back as well: some don't want to do it because they didn't refer the child; sometimes the PA signed instead of a doctor; some use a signature stamp; some don't want their license # used; etc. Ann Marie will continue to work on a more realistic resolution. **Action:** AM to follow up with Kinney to see if there's another option.
- Transportation- provider can send the transportation provider the 1 page sheet from IEP direct labeled vs. the entire IEP; the Special Services Transportation form; and the STAC. The annual dilemma of children's CPSE meetings going through the end of June, but the deadline for providers to send the aforementioned forms to transportation companies has past. Recommendation- If you know the names of the children who will be receiving summer services at your program, please send a list of those children's names and their addresses to the transportation company as an FYI and "heads up" that they will need to be added to the routes. **Action for providers**
- CPSE Chairs will be on retreat in early August '11 to discuss common topics for 3-5.
- Medicaid In Education Training Year Two for Relevant Employees
  - In order to fulfill the responsibilities of the new Medicaid SPA compliance agreement, **districts, counties and providers with untrained Medicaid Relevant Employees will not be allowed to bill.** We must have full compliance on this matter.
  - To register for the in-person training go to the link below:  
<https://spreadsheets.google.com/a/g.monroe.edu/viewform?hl=en&ndplr=1&formkey=dFIJTzluFB2TVR5bDMwYl8wU3gxUkE6MA#gid=2>
  - Mandatory in person attendance is required for Medicaid Compliance Officers, School Business Officials, PPS/Special Education Directors, and Medicaid Billing Clerks. All other relevant employees must attend either an online or in person session.
  - To take the on-line training go to the link below:
  - [http://www.oms.nysed.gov/medicaid/online\\_training3.html](http://www.oms.nysed.gov/medicaid/online_training3.html)
- **Topic for discussion- cognitive development & evaluations:** Gail Doran, SpEd, raised the concern that she is getting referrals for certain children later than she should. She says that they are usually seen as "behavioral kids," have mild/mod. MR, or processing disorders. They are often not identified by a standardized test. They are sometimes talked about as lazy, stubborn or willful. They need an experienced evaluator to identify. Often if the cognitive issues are not addressed, progress in other areas will not be made. Gail will provide a list of these characteristics for distribution. **Action for Gail and EI P.**
- Children do not seem to be getting educational testing when transitioning to PSEP. Evaluators are being asked to do some evals that they are not getting paid for. Is this issue

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particular to Monroe County? Providers have not been informed of a “policy.” **Action:** AM to share and discuss this feedback with CPSE.

- **NYEIS**

- Attachment feature – this is functional, but CMA wanted it to be tested first;
- EI Diagnosis Code form - we are modifying the form to match the drop-downs in NYEIS. This will be emailed. **Action for DT**
- NYEIS Process Flow for Evaluators – edits have been made and will be distributed. As you use it to navigate through the system, let Deb know of any modifications you would suggest. Supplementals – if you need a 3<sup>rd</sup> QP to qualify a child in EI, send the completed SE and MDE sent the ISC/EIOD, they approve and you get 2 service authorizations.
- FYI...ISC's need to extend themselves 30 days after the 45 days is up in order to continue to bill for finding services, etc. There is a range of time as to when ISCs get SAs approved. Reasons why vary. Have a discussion with the ISC to inquire as to the perceived hold up.
- 837 Electronic Claiming – if you need this, let Ann Marie know. The procedures from NYSDOH are clear.
- Problem with notifications regarding billing; they only hold 100 and you can't clear them. CMA does not respond to the 800 phone number; sometimes you have to email them to have them call you. Lots of venting about NYEIS. Kathryn from PPTS thanks ISCs for their patience.

- **Other** & identify topics for future meetings:

- No new information about the new rates on a disk for KIDS. Ann Marie has called several times/week and gets a consistent response that the state recognizes that it is causing a hardship, that it is a priority that they are working diligently on and they do not have a specific due date for the release of the revised KIDS disk..

**Next Meeting:** Wed, July 20<sup>th</sup>, 2:00-4:30pm at Communication Center for Hearing and Speech, 150 Lettington St., Gates, NY 14624